

APA Asian Pacific American Legal Resource Center

LRC

JOB POSTING CENSUS ORGANIZER

Deadline to Apply: January 8, 2010

The Asian Pacific American Legal Resource Center (APALRC) is a non-profit legal organization that provides legal services and advocacy to low income and limited-English proficient Asian immigrant communities throughout the Washington D.C. metropolitan area.

An accurate count in the decennial Census is critical to understand the needs of Asian American communities locally and nationally. The APALRC seeks a Census Organizer to plan and implement a multi-pronged education and advocacy project reaching Asian American and immigrant communities in the D.C. Metropolitan area, with a strong focus on Northern Virginia (NoVA). Note: this position is not affiliated with the United States government.

Project activities will include: outreach and distribution of informational materials on Census 2010 and other data collection efforts, collaboration and coalition building with local community and faith-based organizations, developing partnership and advocacy with local and regional Census offices, and other outreach and engagement initiatives as they arise.

This is a one-year, full-time position January 2010 through December 2010, with the potential to become a permanent full-time program position in the future (pending funding).

RESPONSIBILITIES: Develop and implement APALRC Census Project:

- Coordinate all APALRC Census activities;
- Organize existing and create new Census 2010 informational materials in various Asian languages;
- Develop collaborations with local organizations and government agencies;
- Design and implement outreach campaign to ensure strong Census 2010 participation in NoVA; and
- Monitor and advocate for inclusive and responsive local Census 2010 implementation;

REQUIREMENTS:

- Oral and/or written fluency in Korean (or other Asian language prevalent in NoVA);
- 1-2 years advocacy, coalition, and/or community building experience strongly preferred;
- Personal knowledge of Northern Virginia preferred;
- Initiator, organized, collaborative, able to multi-task effectively;
- Public speaking, media experience, and other oral and written communication skills;
- Knowledge of and experience working with Asian/immigrant communities a plus;
- Flexible schedule that includes some evenings and weekends; and
- Valid driver's license strongly preferred.

START DATE: Mid-January 2010

SALARY/BENEFITS: Salary commensurate with experience; Benefit package includes health insurance.

Applications will be reviewed on a rolling basis – position will be filled immediately. To apply, please send cover letter, resume, and 5-page writing sample in PDF format to **BOTH** Marita Etcubañez / Parag Khandhar via email (marita@apalrc.org & parag@apalrc.org) with subject line "Census Organizer Application" by **January 8, 2010. PLEASE, NO PHONE CALLS.**

The Asian Pacific American Legal Resource Center is an equal opportunity employer.

D.C. Office: 1600 K Street, NW, Mezzanine Level, Washington, D.C. 20006 ♦ Helpline: 202.393.3572 Fax: 202.393.0995

Maryland Office: 11141 Georgia Avenue, Suite 215, Silver Spring, MD 20902 ♦ Phone: 301.942.2223/2263 Fax: 301.942.9222

APALRC: Ensuring Access to Justice for Asian Pacific Americans since 1998

www.apalrc.org